
MINUTES OF MEETING

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

The oath of office was given prior to the onset of the meeting to Doug Davis and Greg Matovina.

**RIVER GLEN
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of River Glen Community Development District was held on **Wednesday, January 12, 2011 at 1:40 p.m.** at the River Glen Amenity Center, located at 65084 River Glen Parkway, Yulee, Florida 32097.

Present and constituting a quorum:

Doug Davis	Board Supervisor, Chairman
Chris Vanzant	Board Supervisor, Vice-Chairman
John Kunkel	Board Supervisor, Assistant Secretary
Greg Matovina	Board Supervisor, Assistant Secretary

Also present were:

Melissa Dobbins	District Manager, Rizzetta & Company, Inc.
Roy Van Wyk	District Counsel, Hopping Green & Sams, P.A.
Amy Layne	Representative, FCAM

FIRST ORDER OF BUSINESS

Call to Order

Ms. Dobbins called the meeting to order and read the roll call.

SECOND ORDER OF BUSINESS

**Administer Oath of Office to Newly
Elected Supervisors**

The oath of office was given prior to the onset of the meeting to Doug Davis and Greg Matovina.

THIRD ORDER OF BUSINESS

**Consideration of Resolution 2011-01,
Canvassing and Certifying the Election
Results**

Ms. Dobbins noted that the Landowner Election results were as followed: Doug Davis received 224 votes, Greg Matovina received 225 votes and Doug Walker received 203 votes resulting in Doug Davis and Greg Matovina each receiving four year terms and Doug Walker receiving a two year term.

On a motion by Mr. Kunkel seconded by Mr. Matovina, with all in favor, the Board approved Resolution 2011-01, Canvassing and Certifying the Election Results of Doug Davis receiving 224 votes, Greg Matovina receiving 225 votes and Doug Walker receiving 203 votes resulting in Doug Davis and Greg Matovina each receiving four year terms and Doug Walker receiving a two year term for River Glen Community Development District.

FOURTH ORDER OF BUSINESS

**Consideration of Resolution 2011-02,
Redesignating Officers**

After discussion the board approved Doug Davis as Chairman, Chris Vanzant as Vice Chairman and John Kunkel, Greg Matovina and Doug Walker were each appointed as Assistant Secretaries as well as Melissa Dobbins for signatory purposes.

On a motion by Mr. Matovina, seconded by Mr. Kunkel, with all in favor, the Board approved Resolution 2011-02, Redesignating Officers appointing Doug Davis as Chairman, Chris Vanzant as Vice Chairman and John Kunkel, Greg Matovina, Doug Walker and Melissa Dobbins as Assistant Secretaries for River Glen Community Development District.

FIFTH ORDER OF BUSINESS

**Consideration of the Minutes of the Board
of Supervisors' Meeting held on November
10, 2010**

Ms. Dobbins noted that District Counsel reported a correction to be made on page three changing the word "Attorney" to the word "Auditor" under the fifth order of business. The Board approved the minutes as amended.

On a motion by Mr. Kunkel, seconded by Mr. Vanzant, with all in favor, the Board approved the minutes of the Board of Supervisors' Meeting held on November 10, 2010, as amended, for River Glen Community Development District.

SIXTH ORDER OF BUSINESS

**Consideration of Operation and
Maintenance Expenditures for November
2010 and December 2010**

Ms. Dobbins updated the Board of Supervisors that the Hopping Green and Sams invoice #54744 in the amount of \$3910.98 will be refunded back to the general fund from the newly created SPE account. The Board then approved the operation and maintenance expenditures for November 2010 and December 2010 as amended.

On a Motion by Mr. Kunkel, seconded by Mr. Vanzant, with all in favor, the Board approved the Operation and Maintenance expenditures for November 2010 in the amount of 2,975.28 and December 2010, as amended, in the amount of \$79,665.20 for River Glen Community Development District.

SEVENTH ORDER OF BUSINESS

Review of Contract Renewals

- 1.) First Coast CMS Proposal for Janitorial, Pool, Fitness Equipment Preventative Maintenance and General Onsite Maintenance**
- 2.) Rick Arsenault Renewal Proposal for Pool Maintenance**

The Board of Supervisors reviewed the contract renewals for the current vendors, Rick Arsenault Pool Services, FCAM Property Management or an alternative option with First Coast CMS's proposal all inclusive to include their services to maintain the Amenity Center and pool, in addition to continuing janitorial services. Any services not provided by First Coast CMS would be taken over by the District Manager. After discussion ensued, Greg Matovina reviewed that the option going with First Coast CMS to provide the additional services would save the District \$1,500.00 per month. Due to the District needing to reduce expenses it was recommended to approve the First Coast CMS all inclusive proposal.

On a Motion by Mr. Matovina, seconded by Mr. Davis, with all in favor, the Board approved the proposal from First Coast CMS for River Glen Community Development District.

Mr. Davis requested that the motion be modified to include District Staff to draft a detailed contract to include all specific scope of services.

On a Motion by Mr. Davis, seconded by Mr. Matovina, with all in favor, the Board modified the previous motion to include that District Staff draft a detailed contract to include all specific scope of services for River Glen Community Development District.

3.) FCAM Property Management Renewal Proposal

The Board of Supervisors directed District Staff to send a termination notices to FCAM Property Management and Rick Arsenault Pool Services requesting services end February 28, 2011, which gives staff time to coordinate the transition.

4.) Aquatic Systems Inc. Pond Maintenance Renewal Proposal

Ms. Dobbins reviewed the renewal proposal.

On a Motion by Mr. Matovina, seconded by Mr. Vanzant, with all in favor, the Board approved the renewal of the pond maintenance proposal for Aquatic Systems Inc. for River Glen Community Development District.

EIGHTH ORDER OF BUSINESS

Staff Reports

- A. District Counsel
Mr. Van Wyk provided an update on the District Permit transfer and that they are still working on cleaning up a deed error on the easement.
Mr. Davis requested that they look into if there are any development permits that need to be extended or pursued in respect to the CDD.
Mr. Van Wyk also noted that all foreclosure work has been completed and the SPE will start marketing the property in the back phase.
- B. District Engineer
Not present.
- C. First Coast Association Management
Ms. Layne reviewed the FCAM report attached as Exhibit "A".

D. District Manager

Ms. Dobbins noted that the next regularly scheduled Board of Supervisors' meeting is set for Wednesday, April 13, 2011 at 1:30 p.m.

She also reviewed the third year Wetland Monitoring Report and noted that she is waiting for a response from SJRWMD to see if any additional planting is necessary.

Ms. Dobbins also reported that the District's insurance policy premium had an increase of \$10,000.00. She stated that many districts saw an increase if there were any financial problems. Mr. Kunkel recommended that if the increase was derived from claims and there are none that in the future this should or needs to be reduced back down.

NINTH ORDER OF BUSINESS

Supervisor Requests and Audience Comments

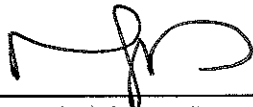
There were no Supervisor comments.

An audience member requested that the District review why sidewalks are not being completed in areas where homes have been constructed.

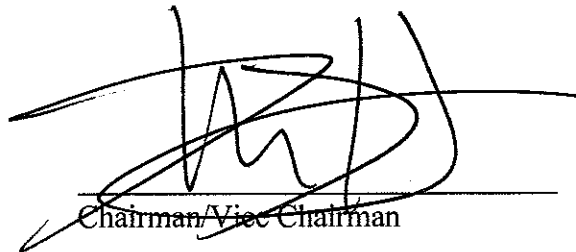
TENTH ORDER OF BUSINESS

Adjournment

On a motion by Mr. Matovina, seconded by Mr. Kunkel, with all in favor, the Board adjourned the meeting at 2:50 p.m. for River Glen Community Development District.



Secretary/Assistant Secretary



Chairman/Vice Chairman

Exhibit A

Property Inspection

To: River Glen Homeowners Association Board of Directors
River Glen CDD Board of Directors
From: Alice Hubbard / First Coast Association Management
Date: January 11, 2011
Re: Property Inspection January 2011

Per the property inspection conducted of the common areas maintained by the River Glen Community Development District on January 11, 2011, the following items were observed as requiring attention:

LANDSCAPE ITEMS

- Right hand side of River Glen Parkway – large area of standing water along fence line. Possible broken irrigation. Issue work order to Nanaks.

MAINTENANCE “CDD”

- Follow-up on work order previously issued for tennis court access gate from pool area to be repaired.
- Remove pavers/dispose of located behind trash can in pool area.
- Ponding water on tennis courts.
- Need to address relocating wiring for entry access gate as is accessible to cutting.

ADMINISTRATIVE”FCAM”

- Send out reminder notice to community regarding storing of refuse containers, parking on streets, removal of holiday decorations etc...
- 1/11/2011 met with insurance adjustor for inspection of amenities area for insurance renewal.
- 1/12/2011 scheduled to meet with American Fire & Safety for fire extinguisher inspections.
- Notify Maronda that “blue sale flags” are ripped/torn and require replacement.
- Send letter to Broadband Performance Testing Inc. observed parking vehicle on vacant lot (Morning Glen Court).